

# Notes and Action Points

## Maternity Strategic Workforce & Capacity Planning

Updated Tuesday 31 July 2018

### Attending

s 9(2)(a)

**Titles :** Chief Nurse/ Director Patient Experience (Chair), General Manager - Kidz First/ Women's Health, Director of Midwifery Practice, Service Manager - Maternity, Clinical Director, - Women's Health, Director Hospital Services, Chief Medical Officer-acting, General Manager Child Youth & Maternity, Quality, CEO - acting, Human Resources

### Apologies

S 9(2)(a)

**Titles:** Director - Planning & Strategy, Director - Human Resources, Clinical Director - Patient Safety, Human Resources Manager

1	Purpose of the Meeting	Who	When
	The purpose was to understand the current state key performance of the Maternity Service as seen by the service leadership team and their recommended next steps. The session was initiated as a result of the findings of several concerning Adverse Events where system issues existed, and appeared not to be addressed in a timely way. This combined with other data including SMO credentialing, staff concerns about capacity, model of care and staffing and the previous external maternity review etc suggested a review was overdue.		
2	Current Context Performance Indicators	Who	When
	<ul style="list-style-type: none"> <li>More information is required, particularly comparing our performance with other tertiary centres eg: IOL, discharge for high risk within 24, 48 and 72 hours.</li> <li>Provide more information about reasons, outcomes and complications for discharge for high risk within 24, 48 and 72 hours and those who do stay the correct amount of time, by ethnicity. Also provide breastfeeding rates at 6 weeks, postnatal depression, primary care provider, for all groups including the high risk.</li> </ul>	<p>Service Manager - Maternity</p>	ELT 4/9/18
3	Staffing and Workforce	Who	When
	<ul style="list-style-type: none"> <li>Expand on information about current staffing gaps to quantify this, and add the community and LMC workforce (include ethnicity breakdown).</li> <li>Identify turnover by team.</li> <li>Workforce planning projections to address current vacancy and model gaps, expected model of care gap, achievement of a 100% midwifery model of care, turnover and anticipated retirements as a 5-year recruitment plan.</li> </ul>	<p>Service Manager - Maternity &amp; Director Midwifery</p>	ELT 4/9/18
4	Model of Care	Who	When
	<ul style="list-style-type: none"> <li>Induction of Labour Project – provide more information about the goals and timeline.</li> <li>Triage project - provide more information about the goals and timeline.</li> </ul>	<p>Clinical Director - WH</p>	ELT 4/9/18

5	Agreed Actions	Who	When
	(a) Circulate the power-point to the meeting invitees.	██████████ Service Leadership Team	Immediately ELT 4/9/18
	(b) Pull the data and further requested information together into a report for consideration at ELT which also addresses 3-year strategic plan for the service .		
	(i) Explore establishment of a Day Assessment Unit at MMC – immediately.	██████████	Immediately
	(ii) Explore opportunities for capacity expansion at the Mangere Primary Birthing Unit – immediate).	██████████	Immediately
	(iii) Clarify the actual number of beds required to provide the expected model of care including resuscitation of 23 week babies.	██████████	ELT 4/9/18
	(iv) Identify optimum beds for full care model of care.	Leadership Team	ELT 4/9/18
	(v) Technology enabled decision support - Work with Jenny and the eVitals team to thoroughly investigate the potential of eVitals support for guideline based care such as reduced fetal movements, triage, MEWS, NEWS, etc.	██████████ ██████████	ASAP
	(vi) Develop a recruitment plan to immediately address the vacant positions	██████████ ██████████ ██████████	ELT 4/9/18  ELT 4/9/18
	(c) Develop a business case for the MERAS level 4 midwifery gaps.		
6	Summary	Who	When
	Many of the points listed need to be combined into a three year plan for the service, outlining projecting demand, growth and requirements for workforce and facilities expansion, to meet demand and safeguard quality and safety. Review and action plan to be taken to ELT first week in September.	All	w/c 03.09.18